



Memorandum

Date: 7/7/2026
Meeting of: City Council

File No. AM No. 26-105
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Fire	Adrian Sheppard	425-556-2201
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DEPARTMENT STAFF:

Fire	Ameé Virelle	Deputy Chief
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TITLE:

Approval of a Consultant Agreement for a Feasibility Study of Fire Station 11, with TCA Architecture + Planning, in the Amount of \$125,000

OVERVIEW STATEMENT:

The Fire Department is seeking Council authorization to enter into a consultant agreement with TCA Architecture + Planning to conduct a feasibility study for Fire Station 11. The study will evaluate rebuild and renovation options on the station's current site and provide cost estimates to support future budget planning.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Redmond 2050
Capital Facilities Plan 2050 - General Government Facilities
Redmond Fire Functional Plan - 2025-2050
General
- **Required:**
Contracts that exceed \$50,000 must be approved by the Council.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The study will provide the City with a clear understanding of whether Fire Station 11 should be renovated or rebuilt on its existing site, informed by the building's current condition and operational needs identified through the Facilities Condition Assessment, the Fire Functional Plan, and the Capital Facilities Plan. It will deliver site and facility assessments, feasibility analyses, and budget-level cost estimates that represent the logical next step in planning-supporting informed decision-making and setting the foundation for future capital budgeting.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$125,000

Approved in current biennial budget: ☐ Yes ☒ No ☐ N/A

Budget Offer Number:
100.60101.00410.52210.9077-100-86

Budget Priority:
Safe and Resilient

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:
N/A

Funding source(s):
General Fund

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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6/16/2026	Committee of the Whole - Public Safety and Human Services	Receive Information
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Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

The feasibility study must be completed before the end of 2026 so that its findings can be incorporated into facility and capital planning efforts. Obtaining this information early ensures the City bases future budgeting on accurate assumptions, clear understanding of site and operational constraints, and well-developed planning-level cost estimates.

ANTICIPATED RESULT IF NOT APPROVED:

Without this study, the City will lack critical feasibility and cost information needed to make informed decisions regarding the long-term future of Fire Station 11. This may lead to inaccurate budgeting, delayed planning, and continued uncertainty around facility conditions, operational viability, and long-term service continuity.

ATTACHMENTS:

Attachment A: RFQ 10906-26
Attachment B: TCA Statement of Qualifications
Attachment C: Boilerplate Consultant Agreement
Attachment D: Exhibit A - Scope of Work
Attachment E: Exhibit B - Fee Proposal
Attachment F: Exhibit C - Project Schedule